

Sandwich Secondary School
Parent Advisory Council Meeting Minutes
January 11, 2010

1. **Attendance:** Laurie Ferguson (Vice-Chair), Tamyé Machina (Secretary), Lydia Hesman (Treasurer), Emmanuele Novelletto (Principal), Peggy Bondy (Vice-Principal), Carol Saso (Teacher-Representative), Patricia Fleet, Fahd Mikhael, Kathy Vriesen, Dawn Goddard, Beth Blunt, Caron Towle, Beth Kuhn, Julie McInnis, Monique Lalonge, Andrew Bially (Teacher), Tim Pang (Teacher- STEPS Programme), Helga Bailey (School Trustee), Paige Gouin (Student Parliament Prime Minister).

Regrets: Joanne King (Chair), Andy Patterson, Pam Badiuk, Sandra Chodola, Sandra Stang, Tracy Matthieu.

2. **Welcome:** Laurie Ferguson (Vice-Chair) called the meeting to order at 7:05 p.m.
3. **Approval of the Agenda:** A motion was made by Tamyé Machina and seconded by Patricia Fleet to approve the agenda for tonight's meeting. Approved.
4. **Approval of Minutes:** A motion was made by Tamyé Machina and seconded by Kathy Vriesen to approve the minutes of the meeting of November 9, 2009. Approved as amended.
5. **Business Arising From the Minutes:** The following items were discussed:
 - **Citrus Fruit Campaign:** Discussion was deferred until the next regular meeting.
 - **Spring Raffle:** Discussion was deferred until the next regular meeting.
 - **Parents Reaching Out Grant:** Mr. Novelletto reported that news should be available in approximately two weeks on the results of our application for the \$1,000.00 grant.
6. **Principal's Report:** Mr. Novelletto reported on the following items:
 - **Guidelines for Reporting on GECD SB Parent's Involvement Grant:** Correspondence was received from the Board on guidelines for reporting on how the money was used. The deadline for submitting the report is June 30, 2010.
 - **Exams:** Final exams for first semester will be from January 27 to February 1, 2010. A copy of exam information for students was distributed to Council.
 - **EQAO Grade 9 Math Test:** This will take place January 20-21. Part of the exam mark counts toward final exam mark.
 - **School Improvement Plan:** a visual presentation outlining details of the School Improvement Plan was given. Details of the Plan are also available on the school website.
7. **Chair's Report:** Laurie Ferguson reported on behalf of Joanne King. The following items were discussed:

- **Correspondence:** 1. Communication was received by Kathy Vriesen from Mrs. Fields regarding assistance in funding of new sound system for the school.
- 2. Application form for membership in People for Education
- 3. Reminder from Ministry of Education regarding Premier's Awards for Teaching Excellence.
- 4. Advertisement for comedic hypnotist Richard Cole.
- 5. Letter from parents, Scott and Jody Lowrie, regarding funding for the STEPS programme.

- A discussion was held regarding the protocol for interested groups to make presentations to the Parent Advisory Council, specifically notification to be put on the agenda and protocol to make requests for funding. The following motions were made:

Motion #1: A motion was made by Julie McInnis and seconded by Caron Towle that forms to request funding be established and available to persons/clubs seeking financial aid from the PAC. Approved.

Motion #2: A motion was made by Tamyé Machina and seconded by Monique Lalonge that interested parties that wish to make a presentation to the PAC submit their request to be put onto the agenda no later than one week prior to the next meeting. Approved.

Motion #3: A motion was made by Tamyé Machina and seconded by Caron Towle that people interested in making a presentation to the PAC be limited to ten minutes. Approved.

It was agreed upon that Council members will e-mail any suggestions for criteria for the above mentioned funding form to the secretary (Tamyé Machina) by January 29th. The information received will be summarized and forwarded to Council members prior to the next meeting to develop a form.

It was also agreed upon to schedule a meeting for Monday, February 8, 2010 at 7:00 p.m. to discuss the funding issue only.

- **Grade 8 Parent Night:** A motion was made by Caron Towle and seconded by Julie McInnis to provide information sheets and refreshments (Timbits & water) for Grade 8 Night not to exceed a maximum amount of \$200.00. Approved with opposition.

8. **Adjournment:** A motion to adjourn the meeting at 9:00 p.m. was made by Lydia Hesman and seconded by Patricia Fleet. Approved.

9. **Next Meeting:** The next meeting of the Parent Advisory Council will be Monday, February 8, 2010 at 7:00 p.m. The next regularly scheduled meeting will be Monday, March 1, 2010 at 7:00 p.m.